

Board of Selectmen  
Minutes September 29, 2015

Convened at 6:00 pm

Present: Ken Christiansen, Chair  
Jane Byrne  
Jeffrey Bryan  
Andrew Artimovich  
Robert Mantegari

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Bryan made a motion, 2<sup>nd</sup> by Byrne to approve the public minutes of 9/22/15 as written. All were in favor.

Building Inspector, Kip Kaiser, had the following building permits to be signed this week:

- Timothy Anderson, 37 Shannon Way, screen porch: signed by Board
- Laura McPhee, 43 Spruce Ridge Drive, screen porch and deck: signed by Board.

Clement said Property Liability Trust is not writing new coverage but they will continue to provide coverage on our existing claims until the claim is resolved.

Bryan made a motion, 2<sup>nd</sup> by Byrne to approve an application for exemption for a residential property in a commercial zone. All were in favor.

Bryan made a motion, 2<sup>nd</sup> by Byrne to sign an amended warrant for a timber tax. All were in favor.

Jim Michaud, contract tax assessor, was present to advise the town to seek a further extension from the DRA for the MS1. Michaud said the contract was due for October 1<sup>st</sup>. He will not meet that deadline and there is a penalty provision included in the contract in which the town is free to utilize. The latest setback was there are two databases within Patriot, the assessing software. An analysis database and the live database. Michaud said he has been entering all the working figures into analysis, once all the data is loaded the data is merged into the live database. During that process, the merge failed and it deleted all of the building values of all properties. Mainstay needed to get involved to "roll back" the data and restore the data to the previous day. The hope was to have a draft MS1 for the board to sign today and now they are looking at having a draft for next week. Preliminary values will be mailed at the end of the week, informal hearings will be held next week, and then values will be finalized. Michaud said the DRA has automated their process to move things along with the tax rate setting. Bryan said the treasurer was concerned about cash flow. Michaud said that has been articulated to him. Mantegari asked about the penalty provision. Clement said it was \$35 a day.

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Byrne asked if there were other options for software. Michaud said the 3 principal players are Vision, Avatar, and Patriot. Michaud said in 2014 the town was at 95.3% median ratio; we will be looking at a 6-7% increase in total value. Mill Pond Crossing will be looking at slightly larger increases, Michaud estimates 15-20%. Byrne made a motion, 2<sup>nd</sup> by Mantegari to sign an MS1 extension request to October 15<sup>th</sup>.

Michaud said Rick Rideau, subcontract assessor, has been working in Three Ponds Campground to assess the values of the campers. Michaud has been using NADA for values and has a spreadsheet of sales compiled from neighboring towns. The values range from \$20-25 a square foot. Once complete will be treated as a supplemental tax bill.

Margaret Dullea was in to introduce Alicia O'Brien, a new part time employee in the recreation department. O'Brien will be working on facility rental. Clement said they made a phone and data port live in the conference room. They have a phone they can hook up to and all of the applications for email and calendar function are web based. Clement said O'Brien also has a log in on the domain. Artimovich suggested purchasing a computer for O'Brien. Mantegari agreed that a town employee should be using town equipment. Artimovich made a motion, 2<sup>nd</sup> by Mantegari to approve the purchase of a new laptop out of recreation impact fees. All were in favor.

Mantegari asked how Demeritt was doing. Clement gave the board an update on his medical update.

Artimovich asked how it was going with an officer on light duty. Clement said he has only been up for a few hours but not a full day. A lot of Wednesdays something comes up and he is not able to come up. Clement said she has spoken with the Chief and Belanger regarding the issues. Artimovich said 8 hours a week should be spent in the selectmen's office. Clement said Belanger was going to compile a list of the duties being completed and the list of work that is outstanding in the police department. Bryan said they can re-evaluate this next week and see if it continues to be a problem.

Motion to adjourn at 6:40 pm made by Bryan, 2nd by Byrne. All were in favor.

Respectfully submitted,

Karen Clement

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WEEKLY TREASURER'S REPORT				
<b>DATE:</b>		<b>9/29/2015</b>		
<b>Citizens General Fund:</b>				
	Previous Balance:	20,814.25		
	Deposits:	14,408.00		
	Payroll:	15,940.44	DD: 11032.86	CKS: 4907.58
	FICA:	3,959.55		
	to Impact Fees			
	A/P: Regular	573,979.91	Co-op: \$542,575	
	Void check			
	From MMA	590,000.00		
	TO MMA			
	Account Balance:	31,342.35		
	Interest Earned YTD:	22.33		
<b>CD's:</b>	Unrestricted Balance:			
<b>MMA:</b>	Unrestricted Balance:	2,098,604.98		
	Total Invested Funds:	2,098,604.98		
	Interest Earned YTD:	5,180.02		
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